

Viota & Associates CPA LLC

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Invoice #:
202400343Invoice Date
05/31/2024Page
1 of 1

Bill To:

OFFICE OF THE FPM, LLC1225 AVENIDA JUAN PONCE DE LEON
SAN JUAN, PR 00907

Please pay by

05/31/2024

Invoice Total

\$500.00

For professional service rendered as follows:

Accounting Services - 4.00 hours @ 125 per hour

Date	Staff	Activity	Hours	Units
05/07/24	Forteza, Maria	Prepare checks to: US Clerk (return check for March services) and Check to HQ Consulting (Jose Hidalgo)	0.25	
05/08/24	Forteza, Maria	ACH Vendor payments - March Services and travel expenses	1.00	
05/09/24	Forteza, Maria	ACH Vendor payments 2nd + PS withholding deposit	0.50	
05/13/24	Forteza, Maria	Process ACH payment - IPSOS	0.25	
05/24/24	Forteza, Maria	ACH Pan a Ladrillo (Samuel Bezares)	0.25	
05/31/24	Malave, Adianis	Accounting Services Download Services Invoices to Dropbox, Review Services Invoices, calculated withholdings, invoices in Excel, Post invoices in and Sage, Bank Reconciliation	1.75	
Total Amount				500.00

Invoice Total

\$500.00

Additional information

Invoices are due upon receipt. Your prompt payment is appreciated.